



**CITY OF SAN DIEGO
PROMOTIONAL OPPORTUNITY
Open to Current City of San Diego Employees Only
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***#P2901 AIRPORT NOISE ABATEMENT OFFICER
MONTHLY SALARY: \$4520 to \$5463**

APPLICATION FILING PERIOD: **FIRST DATE:** April 30, 2010

LAST DATE: May 27, 2010

Applicants are encouraged to apply online: <https://apps.sandiego.gov/pjaol/currjob/open.jsp>. Applications received later than 5:00 p.m. on the last date to apply will be rejected. Persons may apply only once during this application filing period. Future application filing periods may be announced.

THE POSITION: Administers the City's Airport Noise Abatement Program; operates and maintains an airport noise monitoring system to detect violation of airport noise regulations and identify operators of offending aircraft; responds to citizen complaints; investigates specific noise violations and takes appropriate abatement and enforcement action; conducts administrative hearings; performs varied and difficult studies and analyses of noise levels and land use issues related to the City's airports; represents the City on airport noise related issues; attends community meetings and liaises between the community and the City's airports; presents airport noise, land use, and related information to the City Council, Council Committees, pilot organizations and the press; collects noise data to verify compliance with noise standards; researches, reviews, analyzes, and prepares recommendations for noise level contour requirements and land use issues at City airports; keeps abreast of the latest regulations and technology governing airport noise abatement; provides maintenance and calibrates the noise monitoring and computer equipment; supervises and trains subordinates.

REQUIREMENTS: You must meet the requirement(s) listed below on the date you apply, unless otherwise indicated.

EDUCATION: **You must submit proof of degree or completed course work with your application.**

Graduation from an accredited college or university with a Bachelor's degree in Aviation Management, Aviation Technology, Aeronautics, or Aeronautical Engineering.

-AND-

EXPERIENCE:

- 1) One year of airport noise abatement experience and a Commercial Pilot's License with an Instrument Rating. **-OR-**
- 2) Two years of professional community noise abatement experience.

NOTE: If you do not meet the educational requirements, you may substitute additional experience as listed above for each year of education lacked.

HOW TO APPLY: You must complete a **STANDARD EMPLOYMENT APPLICATION** for this position by responding to **all** questions and submitting the completed application to the City of San Diego Personnel Department. You may complete/submit a hard copy (paper) application **or** an online application via the internet. Please read the following instructions for each method of submission.

HARD COPY (Paper Submission)

1. You must also submit a completed DATA ENTRY FORM.
2. To show proof of any required degrees, certificates, licenses, etc. you must attach a copy of the documents to your application.

ONLINE (Internet Submission)

1. Do **NOT** complete/submit a Data Entry Form. The information will be automatically added to your file.
2. To show proof of any required degrees, certificates, licenses, etc. you must submit a copy of the documents in person **or** FAX/MAIL them to the Personnel Department **with the cover sheet** provided during your online session. Follow the instructions on the cover sheet.

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THE SCREENING PROCESS will consist of a comprehensive evaluation of the Standard Employment Application for applicable education, experience and/or training. Only those applicants whose qualifications most closely relate to the position requirements will be placed on the eligible list. Approved applications will be made available to the hiring department(s) for review.

ELIGIBLE LIST: Candidates who are successful in the screening process described above will be placed on a **one category** eligible list which will be used to fill position vacancies during the next **six months**. For each vacancy, eligible candidates certified to the hiring department will be contacted for an interview.

SUPPLEMENTAL QUESTIONS: In Section 4 of the application, you **MUST** respond to the following numbered questions. Read the directions on the application form carefully and be sure to follow all instructions. **Your application will NOT be processed and you will NOT be placed on the eligible list(s) if these questions are not answered.** For each question, indicate at which employers (A, B, C, etc.) these duties were performed. For questions 2-7, describe your professional noise abatement experience or experience collecting and interpreting electromagnetic transmission or environmental health-related data.

1. **a)** Indicate if you are using education to qualify for this position. Indicate the degree(s) obtained and/or the number of completed college level units obtained. **You must submit a copy of your degree(s) or transcripts to the Personnel Department.**
b) If you are substituting professional experience for education lacked, please describe your qualifying professional noise-abatement duties and specify the employer and the total number of years/months of full-time experience you are using to qualify with.
2. Describe your experience conducting noise abatement investigations, measuring and recording decibel levels, distinguishing noise sources, and preparing reports on findings of interpreted data. Indicate what methods were used to bring about compliance if standards were not met (i.e., citations, notices of violation, conducting hearings, etc.)
3. Describe your customer service experience, to include: conflict/problem resolution, providing assistance, and meeting/exceeding expectations.
4. Describe your experience using monitoring equipment or sensors to collect raw data to measure the effects on community residents.
5. Describe your experience interpreting raw data generated by monitoring equipment or sensors against established standards and criteria. Specify the type of analysis used to determine if standards were met and methods used to bring about compliance if standards were not met.
6. Describe your experience with coordinating public community meetings involving controversial public policy issues including airport noise and airport development.
7. Describe your aviation experience, to include: experience with FAA rules and regulations, airport and airspace operations, and airport environmental and noise issues.
8. Describe your knowledge of procedures and regulations, related to aircraft operations, aircraft noise, and noise abatement procedures, at and around an airport.
9. Describe your knowledge of flight characteristics of commercial and general aviation aircraft and how they affect sound emissions.

JEK/April 30, 2010/*Rev 1 (05-04-10)/Class 1116

THE CITY OF SAN DIEGO PERSONNEL DEPARTMENT • "EXCELLENCE IN PERSONNEL SERVICES"

The City of San Diego has an active Equal Opportunity Program and vigorously supports workplace diversity. Applicants with disabilities who require testing accommodations may call (619) 236-6358. To obtain this information in alternative formats, persons with disabilities may call (619) 236-6467 or for TT (619) 236-6776.

APPLICANT INFORMATION

APPLICATION INFORMATION

Application materials must be received at the Employment Information Center NO LATER THAN 5:00 P.M. ON THE FINAL FILING DATE. Postmarks as proof of meeting the final filing date are not accepted. If you are returning your application via the U.S. Postal Service, you should use "Certified Mail-Return Receipt Requested" to provide verification of timely delivery. Do not send applications via interoffice mail.

1. Starting salaries will be determined by the hiring department.
2. The hiring department with a vacancy will contact and interview eligible candidates as needed. All candidates may not be contacted. The final selection and offer of employment is made by the hiring department, not the Personnel Department.
3. Unless otherwise stated, relevant experience may be substituted for education.
4. Eligible lists may be used on a periodic basis. As such, lists may not be used for several months. Eligible lists may be extended by the Civil Service Commission.
5. Examination requirements and processes may be revised.
6. Experience, education, and all other information provided by an applicant orally or in writing are subject to verification.

FALSIFICATION: Any misrepresentations or false statements during or after the employment process may be cause for disqualification or dismissal from employment.

GENERAL REQUIREMENTS

Requirements must be met at time of application unless otherwise stated.

The minimum age for most full-time employment is 18, unless you are 17 and a high school graduate. You must have the legal right to work in the U.S. or have U.S. citizenship. Persons hired must present acceptable proof of identity and the legal right to work in the United States and the authenticity of the documents must be verified before starting work. After hire, you will be required to sign a loyalty oath and may be required to live in San Diego County.

A CITY MEDICAL EXAMINATION including drug screening and documentation of medical history may be conducted following a conditional offer of employment or promotion. Medical condition must enable the applicant to perform the essential duties of the position.

The City of San Diego is committed to a drug and alcohol free workplace.

THE CITY OF SAN DIEGO SUPPORTS WORKPLACE DIVERSITY and does not discriminate on the basis of race, sex, age, ancestry, national origin, political/religious affiliation, sexual orientation, AIDS or HIV status, cancer, or non-job related physical/mental disability. The City is committed to making its jobs, programs, and services accessible to all persons and complies with all ADA non-discrimination requirements in its employment practices.

A CONVICTION RECORD FORM must be submitted before hire. On it you must list all criminal convictions you have had. A criminal record is not necessarily a basis for disqualification from City employment. Each applicant's conviction record will be evaluated on a case by case basis considering the type and seriousness of the crime, how much time has elapsed, and the nature of the job.

EMPLOYEE BENEFITS

City Employees may be eligible to participate in a benefit program including holidays, vacations, savings and retirement plans, health programs, and other benefits.

Benefits may change due to employer-employee contract negotiations.

REQUIREMENTS FOR PROMOTIONAL EXAMINATIONS

1. Current City employment, or currently on a Re-employment List or Leave of Absence.
2. Six months of continuous City employment in the Classified Service immediately prior to the application closing date or, if no closing date is specified, by date of application filing (exceptions: Persons recently hired from Re-employment Lists, and employees in the Unclassified Service if the employee has six months in the Classified Service with no break in service, prior to becoming an Unclassified employee).
3. Most recent performance evaluation in your current City classification must be other than "Unsatisfactory".

The provisions of this bulletin do not constitute an expressed or implied contract.

DIVERSITY BRINGS US ALL TOGETHER